

Minutes of the Board of Trustees of the National Association of Rocketry

January 27, 2023

The meeting was called to order on Friday, January 27, 2023, at 10:45 AM Eastern Time. The meeting was conducted online via Acelevents webinar.

Trustees present: John Hochheimer, President; Steve Kristal, Vice President; Mark Wise, Secretary; Don Carson, Kevin Johnson, Treasurer; Becky Green, Steve Lubliner, Lynn Thomas, Jim Wilkerson.

Absent: None.

Todd Schweim, NAR Communications Director, provided technical support for the webinar.

Numerous observers were present throughout the day via the Acelevents channel.

John welcomed everyone to the meeting, and asked observers to use the chat channel and the “raise hand” feature during the question-and-answer session.

President’s Report

Trip Barber has been the NAR’s representative to the National Fire Protection Association (NFPA) Pyrotechnics Committee for a number of years, and has now been selected to serve as committee chair. John commented that this was “awesome recognition” for Trip and the NAR.

We have moved the funds for the Jay Apt Endowed Scholarship into an investment account in order to make the funds last as long as possible. We may be able to add additional scholarships as the fund grows. John explained that we are shifting funds to investment accounts in order to get them out of the General Fund. John would like to grow the educational fund over the next several years in order to endow the scholarships in perpetuity.

John expressed his gratitude to Todd Schweim and the members who have been working to make the Member Forum on the NAR website a success. We are receiving positive feedback from our members and seeing good conversations. We will continue to enhance the content. We have added *Sport Rocketry* to the forum, where it will be posted a couple of weeks before it arrives in the mail.

Registration for the spring National Sport Launch (“NSL West”) is open.

John noted that the NAR needs to recognize potential liability as the NAR continues to grow and we see more participants and observers at launches. We are sending out a draft Liability Release/Hold Harmless document for use by Sections, which John will post in the *Electronic Rocketeer*. The form will not be mandatory, but its use will be considered good practice.

Committee Reports

Sections

Don delivered the Section Activities report on behalf of Section Activities Chair Chuck Neff.

Don noted that we have ten more Sections than we did at this time last year. We awarded 69 Section grants, Sections awarded 28 free memberships, and Board members awarded 97 free memberships. About 45% of our members are known to be affiliated with Sections, though we assume the actual percentage is higher due to members not recording their Section affiliation when they register or renew.

Chuck and Don expressed their appreciation of Ed Chess's work administering the Section grant program. Most grant applications are processed within a day of receipt, which is an outstanding metric. Don added that Chuck continues to do outstanding work as committee chair.

John said that the NAR will have to inform the Internal Revenue Service of the Sections using the NAR's Taxpayer Information Number (TIN) for their bank accounts. According to Anne Heacock, our accountant, there are some reporting requirements we need to observe to be compliant with IRS regulations. We will work with Anne and another accounting firm to strengthen our practices with regard to Sections. Once that has been completed, it should become easier for Sections to set up bank accounts.

The full Section Activities report is appended to these Minutes.

Safety

In his capacity as Safety Committee chair, Steve Lubliner asked member to contact him with ideas for topics they would like to see discussed in his monthly safety discussion in the *Electronic Rocketeer*.

Steve added that winter is a good time for Sections to check their fire equipment, before the heavy flying season gets underway.

HPR

Jim expressed appreciation to Todd Schweim and Ed LaCroix for creating the second National Sport Launch.

Jim said that the NAR's current policy is not to allow 3D printed components in Level 3 certification attempts. The Level 3 Coordinating Committee (L3CC) is looking for input from members who are experienced in 3D printing in order to establish criteria for the safe use of 3D printed parts in certification attempts. Interested members should contact John Thompson, Pat Gordzelik, or Jim Wilkerson. (Their contact information may be found at <https://www.nar.org/about-nar/organization-contacts/>) Jim emphasized that there is no intention to make the ban on 3D printed parts permanent.

Awards

Jim has been working to update the NAR's awards. We have reinstated the Best Midwest Qualified Flight Award as the "Ric Gaff Memorial Prang Award," managed by Bob Kaplow.

The NAR will also establish the following new awards:

- A Spadafora Award in memory of Bill Spadafora (1950-2015), longtime Standards and Testing co-chair, to recognize distinguished volunteer service at the local and regional levels.
- A Carlisle Award in memory of Orville Carlisle (1917-1988), inventor of the model rocket and NAR member #1, for technical achievement. With the establishment of the Carlisle Award, the NAR will now reserve the Howard Galloway Spacemodeling Award as an award for service to the NAR and the hobby.

National Events

Steve Kristal said that 490 people had registered for NARCON as of the morning of January 27. Steve thanked Todd Schweim, Ed LaCroix, and all of the volunteers who made NARCON happen. He added that he has already lined up a couple of presentations for NARCON 2024.

Steve said that NSL West, the first National Sport Launch of 2023, will take place May 27-29 in Alamosa, Colorado. The launch site has been approved for a 52,000-foot altitude waiver.

NARAM will take place from July 29 to August 1 in Lordsburg, New Mexico. Vern Richardson will serve as Contest Director.

A date and location for NSL East for 2023 have not yet been determined.

The World Spacemodeling Championships (WSMC) are set for July 1-8 in Austin, Texas. Steve said that volunteers are still needed, especially timers. Fundraising from large donors has been very successful, and the Board hopes that such donations will carry over to NAR events. John emphasized that WSMC will be cost/revenue neutral for the NAR, and we have set up a separate bank account to avoid commingling funds. Matt Johnson asked what the big expense was. Steve K. replied that the FAI (governing body for international competition) only allows a certain maximum registration fee, which will not be sufficient to cover hotel and dining costs. WSMC is much larger than NARAM, and the FAI has strict requirements on what a host must provide, such as tents on the field and transportation from lodging to the field.

Steve finished by mentioning the NASA Student Launch on April 14-15 in Alabama, The American Rocketry Challenge (TARC) finals on May 20 in Virginia, and the Experimental Sounding Rocket Association's (ESRA) Spaceport America Cup on June 19-24 in New Mexico. He added that volunteers for the events are always welcome.

Education

Becky has been doing a lot of STEM outreach with the U.S. Navy Sea Cadets and NASA Undergraduate Student Launch teams. She is also working with the Girl Scouts and Estes to create a pilot rocketry program for Girl Scouts in southern California as well as working with a NASA grant to Sonoma State University for work with autistic students.

Historian

Kevin said that NAR Historian Jennifer Ash is relocating, so the NAR purchased some supplies to facilitate moving the collection.

Treasurer's Report

Current financial situation

Kevin is still working on drawing down and closing the NAR's accounts with Americhoice Credit Union. Kevin wants to move the funds to USBank accounts.

Kevin reported 9045 members as of the morning of the meeting.

Accounting Update

Audit

Anne Heacock, our accountant, has helped us establish good processes for handling our money to bring us up to industry standards. The NAR took in almost \$800,000 in revenue last year, so John and the Board believe that we should operate according to standard accounting principles. It has been a goal of John and Kevin to prepare the NAR for an audit. John and Anne think we are fairly close to being able to pass an audit “with flying colors,” as John said. John asked the Board to allocate funds (likely \$10-15k) to engage an auditing firm.

Steve Lubliner moved to allocate \$15,000 to engage an auditing firm to audit the NAR’s finances. Steve Kristal seconded. Motion carried unanimously.

Sections

Several Sections have asked if they can receive tax-exempt donations using the NAR’s non-profit 501(c)(3) status. As noted during the Sections Committee report, we will have to change some processes to do so. The question was asked whether we could work w/Anne and an accounting firm to set up “organizational affiliations.” Steve Kristal said it sounded like a good idea. We will research the issue and determine what it costs. John will work with Anne; there no motion required at this time. (It is not practical for individual Sections to obtain their own 501(c)(3) status due to the reporting requirements, such as the IRS Form 990.)

Budget Workshopping

John presented his proposed budget for 2023. The full budget is appended to these Minutes.

Steve Lubliner moved to accept the budget as proposed. Lynn Thomas seconded. Motion carried unanimously.

John opened a discussion of membership fees. San Luis Valley Rocketeers, the Section hosting NSL West, asked for \$1,000 per year for three years for range equipment for NSL. John counter-proposed a one-time \$3,000 grant, stipulating that the equipment belongs to the NAR, is on long-term loan to the Section, and reverts to NAR if the Section dissolves. This course of action would save large, repeated shipping expenditures.

Steve Kristal moved \$3,000 for the NAR to purchase range equipment for use by San Luis Valley Rocketeers (Section 774), on long-term loan from the NAR. Becky Green seconded. Motion carried unanimously.

The Board discussed the possibility of creating a membership category for foreign members (outside the United States and Canada), with no print magazine and no member insurance. John will look into it.

The Board discussed reviewing NAR dues. We do not intend to raise dues in 2023, but the NAR went over a decade between the past two dues increases. Should we review dues annually? Bi- or triennially? Don asked why this discussion could not be a part of every year’s budget discussion. The Board’s consensus was to make a discussion of the dues part of the annual budget process unless extraordinary circumstances arise.

Member Jesse Ulibarri asked if social media (Facebook, Twitter, Instagram) presence was driving the membership increase. Todd said that he did not have hard data to tie social media activity to membership numbers, but that our social media sites receive about 800 hits per day. Todd conceded that we need to have a strategy for going after younger users on the platforms they use. Member Kenneth Weaver added that several local Sections are using social media effectively, and that we might want to look into what they are doing.

Bylaw Changes

John thanked Don for his review of the bylaws, then reviewed the list of proposed changes. Most proposed changes were administrative in nature, with the notable exceptions of Article III, Section 12, governing conduct on NAR-sponsored communication platforms, and Article VI, Section 1a, creating up to two Young Adult Trustees. The Board and observers agreed that creating Young Adult Trustees was a great idea.

Member Matt Johnson provided a list of suggested bylaw changes to Board members in advance of the meeting. The Board discussed Matt's proposals extensively and incorporated some of them into the draft revision. John thanked Matt for his input, and Matt expressed his appreciation for the time the Board took to consider his proposals.

Steve Kristal proposed accepting the bylaw revisions as proposed today and passing to the membership for ratification. Steve Lubliner seconded. Motion carried unanimously.

The draft revision is appended to these Minutes.

Member Input

Matt Johnson said that people working on the member forum were happy with it. There is some concern that topics have been moved to specific pages (such as the NAR business page) and drop out of sight.

The Board and observers discussed the advisability of sanctioning high power rocketry competition. Matt Johnson advocated this course of action. Steve Lubliner expressed his opposition. Jim asked Matt for a more detailed proposal for HPR competition; Matt said that he had sent a proposal months ago. John said that no one on Board is currently responsible for HPR competition, and that the sense of the Board is that there is not the critical mass to establish and maintain HPR competition. John added that that if we could put together a critical mass, the NAR would support HPR competition enthusiastically. Member Ken Weaver added that his Section and others in Arizona have tried HPR competition, but that it has been hard to get much participation. John said that we have not been able to figure out a way to make it work in a way satisfactory to Matt and the people with whom he has been working. He added that it cannot be imposed from the top down, it has to grow organically to be successful. Steve Kristal suggested that Matt talk to Pam Gilmore and Bob Alway, develop a contest, and that he (Steve) would attend.

Matt brought up the subject of a National Events Handbook. Ed LaCroix said that he had the material that Matt sent him and that he has it for action, but that it is behind the immediate requirements of the pending national events. John will talk to Ed about putting a team together to work on the issue.

Lynn Thomas moved to adjourn. Mark Wise seconded. Motion carried unanimously.

Meeting adjourned at 3:37 PM.

Respectfully submitted,
Mark Wise, NAR Secretary

Section Activities Report - January 2023

Active Sections as of 1/26/2023: **238 Sections**

Overall change since last year: **+10**

Section Type Breakdown:

Public: **187 Sections**

Organizational: **48 Sections**

Private: **3 Sections**

Section History:

Active Sections at beginning of 2022: **228 Sections**

Active Sections at beginning of 2021: **227 Sections**

Active Sections at beginning of 2020: **212 Sections**

Active Sections at beginning of 2019: **188 Sections**

Active Sections at beginning of 2018: **183 Sections**

Active Sections at beginning of 2017: **172 Sections**

Section Renewals:

The online Section Renewal process will start between February 15th and March 1st and will be completed prior to the issuance of the insurance certificates on/after March 15th.

Section Grant Program

Total number of Section Grant applications for 2022: **69 Grants**

Total amount of expenditure for 2021: **\$16,710.00**

Section Grant History:

2021 Section Grants: **66 Sections, \$16,050.00**

2020 Section Grants: **55 Sections, \$13,430.00**

2019 Section Grants: **70 Sections, \$16,717.45**

2018 Section Grants: **47 Sections, \$11,301.41**

2017 Section Grants: **52 Sections, \$12,719.30**

With 69 grants, only one grant shy of the 2019 record of 70 grants. The program still remains popular and I would like to request that the Board renew the program for 2023 with an allocation of \$20,000. If the budgeted amount is met before year's end and the NAR's financial situation warrants it, a budget increase may be requested.

NOTE: Ed Chess should be commended for continuing to do a fantastic job of managing the program! Grant requests are processed and checks mailed typically within one (1) day of the submission.

Section Free Membership Certificate Program

Total Number of 2022 Certificates submitted to HQ: **29 Certificates**

Certificate Breakdown:

Junior (15-): **10 Memberships / \$300**
Leader (16-20): **10 Memberships / \$300**
Senior (21-25): **1 Membership / \$30**
Senior (26+): **8 Memberships / \$560**

Total NAR cost for 2022: \$1,190.00

Certificate History:

2021 Certificates submitted: **54 Certificates**
2020 Certificates submitted: **32 Certificates**
2019 Certificates submitted: **15 Certificates**
2018 Certificates submitted: **19 Certificates**
2017 Certificates submitted: **25 Certificates**

2022 resulted in almost 50% fewer certificates being submitted than last year. I am uncertain of the reason for that at this time but my belief is that Sections simply forget about it. I have added reminders in the eRocketeer as well as the Sections Group email list. The reminders usually generate a couple inquiries each time but nothing substantial. That said, I've begun discussing with Todd Schweim the possibility of implementing a coupon/promo code with the current online membership application system to lessen the workload placed on HQ when entering the certificate information. I will provide more about that to the Board at a later date.

I would like to request that the Board continue the program for 2023. I would still like to retain the ability to distribute additional certificates on a case by case basis should a Section request more. The number of certificates submitted will not reach the maximum number under the current program terms. I will continue to remind the Sections of the program and encourage participation.

Board Free Membership Certificates

Total Number of 2022 Certificates submitted to HQ: **97 Certificates**

Certificate History:

2021 Certificates submitted: **14 Certificates**
2020 Certificates submitted: **6 Certificates**

This was a banner year with Becky Green submitting 88 of the 97 certificates. Steve Kristal submitted 3, Lynn Thomas submitted 2, Kevin Johnson submitted 2, and Mark Wise submitted 2. While the number of certificates submitted definitely increased, participation by all Trustees' could still improve.

Section Insurance Certificates

Total Number of Sections with at least one (1) site insurance certificate: **164 Sections**

Total Number of Section Insured Sites: **356 Sites**

Providing free site insurance continues to be one of the main incentives for forming a new Section as well as re-chartering each year. No changes are needed.

Section Affiliation

Total Active Sections: **238 Sections**

Total Active NAR Members: **~9,010**

Total number of NAR Members reporting Section affiliation: **~4,072**

Percentage of affiliation: **~45%**

Affiliation History:

Total NAR / Total Affiliation for 2021: **~8,500 NAR Members / 3,793 Section Members**

Total NAR / Total Affiliation for 2020: **~7,440 NAR Members / 3,367 Section Members**

The percentage of NAR members reporting an affiliation with a Section is still ~45%. I continue to believe that this number does not accurately reflect the actual affiliation but I am still at a loss at how to improve the reporting.

Section Contact Form

Since the rollout on June 14, 2021 of the new Section Contact format on the website, Sections have received a total of 1,632 inquiries (averaging nearly 3 per day). During this time, only one (1) spam message was received. For the most part, Sections are very responsive to the inquiries. We are still planning to automate the system so that the inquiries go straight to the Section contact while the inquirer receives an automated reply similar to the one I've been sending.

NAR Sections remain strong and I will continue to provide as much support as I can as well as actively try to recruit new Sections where deemed appropriate.

Feel free to reach out to me with any questions/comments.

Thank you!

Respectfully Submitted,

Chuck Neff

NAR #74595 L3

NAR Section Activities Chairman

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ARTICLE I: NAME

The name of this organization shall be the National Association of Rocketry.

ARTICLE II: PURPOSE

The purpose of the National Association of Rocketry, hereafter called the Association, shall be to aid and encourage by all suitable means all people interested in sport rocketry and its related sciences. The Association shall:

- promote the safe pursuit of rocketry
- establish, enforce, modify and publish standards and rules relating to the construction, operation, and safety of non-professional consumer rockets and rocket products
- establish and define key safety parameters pertaining to nonprofessional consumer rocketry in the Safety Code(s) of the Association
- prepare, collect, correlate, and disseminate by publication or otherwise facts, information, articles, books, or other literature pertaining to rocketry, and shall engage in, encourage, and promote the educational aspects of rocketry
- establish and maintain means of communication with its members, committees, other functions, and its affiliates, and shall collaborate or affiliate with other organizations whether scientific or otherwise, in any manner and to any extent which, in the judgment of the Board of Trustees (hereafter referred to as "Board"), will best aid in accomplishing its objectives
- strive to promote and improve the image of rocketry with the general public and with all levels of government, and shall cooperate with all levels of government to the end that non-professional rocket activities may be conducted without undue restriction
- encourage membership in the Association, establish local chartered sections, and promote the growth of the Association
- engage in and encourage organized rocket activities as the Association or the Board may from time to time deem necessary or desirable in connection with this article
- promote an increasingly wide interest in the scientific techniques pertaining to rocketry, encourage research and experimentation and the Association may buy, hold, or convey real and personal property to that end.

ARTICLE III: MEMBERSHIP

Section 1: The membership of the Association will be comprised of:

- citizens of the United States regardless of where they may be residing,
- organized groups of United States citizens,
- citizens of other nations residing within or outside the United States.

Section 2: The membership of the Association shall comprise the following classes:

- Senior Membership,
- Young Adult Membership,

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- Junior Membership,
- Honorary Membership,
- Manufacturer and Corporate Supporting Membership, and
- such additional classes as the Board may deem it appropriate to create.

Section 3: Senior members shall be those persons 25 years of age or older who are interested in the sciences of rocketry, astronautics, or their allied fields.

Section 4: Young Adult members shall be those persons who are at least sixteen (16) years of age but who are under 25 years of age, who are interested in the sciences of rocketry, astronautics, or their allied fields.

Section 5: Junior members shall be those persons under 16 years of age who are interested in the sciences of rocketry, astronautics, or their allied fields.

Section 6: Honorary members shall be those persons who, by their contribution to the sciences of rocketry, astronautics, or their allied fields, or by their interest in or aid to the Association, shall be deemed eligible for such membership by a vote of the Board.

Section 7: Manufacturer and Corporate Supporting members shall be limited to those firms who manufacture, produce, distribute, or sell rocket engines, kits, parts, components, accessories, and/or equipment and those firms or organizations who are interested or involved in rocketry, astronautics or their allied fields, including the educational aspects thereof.

Section 8: A person having expressed their desire for membership shall become a member of the appropriate class upon satisfaction of the Membership Committee as to their sincerity of purpose and good reputation, upon affixing their name to a statement pledging to serve and abide by the Safety Code(s) of the Association in all NAR-related rocket activities, and upon payment of dues required by these By-Laws.

Section 9: Members of all classes shall be entitled to attend all business and other meetings of the Association. However, as later provided herein, only voting members of the Association need be formally notified of meetings. In addition, all classes of members shall be entitled to participate in the rights and privileges of the Association except as expressly provided herein.

Section 10: Voting on all matters related to the business of the Association shall be restricted to Senior, Young Adult, and Honorary Members of the Association having had membership in the Association for at least one full year; as well as a single vote from each Manufacturer Member and each Corporate Supporting Member. There shall be no vote by proxy, but votes may be cast electronically or by mail subject to provisions made elsewhere in these By-Laws.

Section 11: For conduct prejudicial to the objectives, reputation, or property of the Association, or for failure to observe and abide by the Safety Code(s) of the Association in all NAR sport rocket activities, a member of any class may be censured, suspended, or expelled by a Committee of three Senior members in good standing appointed by the President. Notice of all charges against such member and of the time and place of the meeting at which they are to be presented shall be sent to the member by mail not less than thirty (30) days prior to such a meeting. A written summary of all evidence to be presented shall be

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sent to the member by mail not less than twenty-one (21) days prior to such a meeting. Such member shall be given the opportunity to be heard at the meeting in the member's own defense. Such member in addition to, or in lieu of a personal appearance, may present a written defense; an address to which such written defense is to be sent must be provided to the member not less than twenty-one (21) days prior to such meeting. In cases where documentation indicates that there is reasonable evidence that a member's activity was in violation of the Safety Code(s) of the Association, the President shall direct that the member charged be suspended from membership until the meeting of the Committee at which the member's case is to be decided, providing the time of suspension is no longer than one (1) year from the date of suspension until the date of the hearing. No person, once having been admitted in good faith as a member of the Association, shall be denied the right to continued membership except for the above reasons and through the above procedure, or except for non-payment of dues or other debts owed the Association.

Section 12. Participation on any NAR communication platform (such as the NAR Member's Forum) is a member benefit governed by policy and suspension of privileges is not subject to Article III, Section 11 of the NAR By-Laws.

ARTICLE IV: DUES

Section 1: The Association will levy dues as determined by a vote of the Board.

Section 2: Membership shall be effective for a period of one year after payment of dues and shall be renewable on the first day in the same month each year thereafter.

Section 3: A family membership plan shall be offered in which one member of a family shall pay the full dues and receive the Association journal, and the dues for each additional member of the same family who does not receive the journal shall be reduced by an amount equal or approximately equal to the cost of supplying a member with the Association's journal.

Section 4: Members defaulting in payment of dues will be dropped from the membership rolls after a one-month period of grace.

ARTICLE V: MEETINGS

Section 1: The Annual Business meeting of the Association shall be held each year at a time and place to be determined by the Board.

Section 2: Special meetings may be called by the President or any three members of the Board.

Section 3: Notice of business meetings of the Association shall be sent by the Secretary to each voting member at least fourteen (14) days in advance, and at least seven (7) days in advance in the case of special meetings.

Section 4: Votes cast by mail shall be mailed to the Secretary at the official address as stated on the ballots or to an independent tallying agent chosen by the Secretary. Only such ballots as are delivered prior to the stated time of the meeting shall be received and counted. However, those members who have not cast their vote by mail may vote in person at the meeting. All elections will be conducted by secret ballot. Voting by electronic means is permitted.

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Section 5: The Secretary shall cause ballots for voting upon such propositions as shall be submitted to any business or special meetings of the Association for its decision to be sent to each voting member at least fourteen (14) days prior to such a meeting. The Secretary shall cause ballots for voting upon such propositions as may originate in any meeting of the Association to be sent to each voting member within sixty (60) days of such a meeting. Voting by electronic means is permitted.

Section 6: For the purposes of these By-Laws, a special meeting of the Association shall consist of either a meeting at which a quorum is present or a vote by mail as outlined elsewhere in these By-Laws in which twenty-five (25) or more valid mail ballots are cast by voting members. At any meeting of the Association, twenty-five (25) or more voting members shall constitute a quorum for all purposes except as otherwise provided by law.

Section 7: "Robert's Rules of Order, Revised" (most current version) shall govern the procedure at all meetings. Unless otherwise provided by statute, or by these By-Laws, all elections and all questions shall be decided by a majority of the votes cast.

ARTICLE VI: BOARD OF TRUSTEES

Section 1: The governing body of the Association shall be a Board consisting of nine (9) Senior Trustees who shall be Senior or Honorary members of the Association having had membership in the Association for at least three (3) full years, and one-third of whom shall be elected every year for a term of three (3) years or until their successors are elected by the voting members of the Association.

Section 2: The Board may have up to 2 Young Adult Trustees, who are recommended by the Nominating Committee and ratified by the Board for a one-year term. Each Young Adult Trustee will have the same privileges and responsibilities as Senior Trustees. Each Young Adult Trustee will be assigned at least one committee liaison position. Young Adult Trustees may serve up to 3 successive terms as a Young Adult. Young Adult Trustees shall have reached their 18th birthday to be eligible for service on the Board. Young Adult Trustees shall be no longer eligible to run for the position after their 24th birthday.

Section 3: The Senior members of the Board as elected shall include at least one member from each of the three geographical Regions, but no more than six from any single Region. In the event where more than six candidates from any single Region gain sufficient votes to be elected to the Board, the six candidates with the highest vote totals from that Region shall be elected, and the others shall be disqualified. Subsequent to this procedure, should the voting membership as a whole fail to elect a trustee from among the nominees who reside in some one or more of the three geographical Regions, the ballots cast by the voting members of that Region shall be counted to elect a nominee who resides in that Region. The three geographical Regions shall be defined as follows:

- An East Region consisting of the states of AL, AR, CT, DC, DE, FL, GA, KY, LA, MA, MD, ME, MS, NC, NH, NJ, NY, PA, PR, RI, SC, TN, VA, VT, WV, and VI
- A Central Region consisting of the states of IA, IL, IN, KS, MI, MN, MO, ND, NE, OH, OK, SD, TX, and WI
- A West Region consisting of the states of AK, AZ, CA, CO, HI, ID, MT, NM, NV, OR, UT, WY, and WA.

Section 4: Five (5) or more members of the Board shall constitute a quorum.

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Section 5: Meetings of the Board shall be held at least once a year either in person or by teleconference. Meetings of the Board are not subject to Article V. of these By-Laws. Notice of all meetings of the Board shall be sent by the Secretary to each Trustee at least thirty (30) days in advance. Working sessions, for planning purposes and that do not include any formal decisions, of the Board may be held at the discretion of the President.

Section 6: In case of vacancy in the Board by death, resignation, removal or failure of election, the President may appoint any Senior or Honorary member (in the case of vacancy by a Senior trustee) and Young Adult member who meets the age requirements (in the case of vacancy by a Young Adult Trustee) of the Association otherwise eligible to run for election or be appointed to the Board to fill the unexpired term subject to a ratification vote of a majority of the Board present and voting at the next regular meeting of the Board following such appointment.

Section 7: Any number of non-voting Honorary Trustees may be appointed by the President of the Association subject to the ratification vote of a majority of the Board present and voting at the next regular meeting of the Board following such appointment.

Section 8: The Board shall cause minutes to be kept of their meetings and of all actions taken by them which the Association may be bound, or which involve the expenditure of funds of the Association. Such minutes shall be kept by the Secretary and shall be made available to the membership within sixty (60) days of such meetings or such actions.

Section 9: The fiscal year of the Association shall begin on January 1 of each year. The Board shall cause to be made and certified a report, in the form of the NAR's IRS form 990 or its successor, of all the receipts and disbursements of the Association for the past fiscal year, a true copy of which shall be placed with the minutes of the of the Board after the filing of the form 990.

Section 10: Failure to attend at least half of the regular meetings of the Board in any given year shall be cause for removal of a Senior Trustee upon vote of more than one half (1/2) of those Trustees present and voting at any meeting of the Board.

Section 11: For conduct prejudicial to the objectives, activities, property, or reputation of the Association, a Trustee, either elected, appointed, or Honorary, may be removed from office by a two-thirds (2/3) vote of those Trustees present and voting at any meeting of the Board after notice of the charges against the Trustee and an opportunity to be heard in their own defense.

Section 12: At all meetings of the Board, the conduct of the meeting shall be governed by "Robert's Rules of Order, Revised (most current version)."

Section 13: The Board shall present annually a report, the NAR's IRS form 990 or its successor, verified by the President and Treasurer, or by a majority of the Board, showing the whole amount of real and personal property owned by the Association; where, and how invested; the amount and nature of the property acquired during the year immediately preceding the date of the report, and the manner of acquisition; the amount applied, appropriated or expended during the year immediately preceding such date; and the

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purpose, objects or persons to or for which such applications, appropriations, or expenditures have been made; which report will be filed with the records of the Association.

Section 14: The Board may from time to time authorize the bestowal of any appropriate honors or recognition in the name of the Association to any persons whom the Board may deem deserving.

ARTICLE VII: OFFICERS

Section 1: The officers of the Association shall consist of a President, a Vice-President, a Secretary, a Treasurer, and such other officers as from time to time shall be appointed by the Board.

Section 2: The officers of the Association shall be Senior members of the NAR, elected from and by the members of the Board at the first meeting of the Board following the Trustees' election.

Section 3: Every officer shall serve for three (3) years or until their successor is elected and qualified. Every officer shall be subject to removal at any time by a two-thirds (2/3) vote of those Trustees present and voting, provided the officer be given written notice of the charges against the officer and an opportunity to be heard in their own defense.

Section 4: If there be a vacancy in the office of President, the Vice-President shall exercise the President's duties until the next meeting of the Board, at which time the Board will elect a member of itself to serve out the unexpired term of office. If there are vacancies in other offices, the President, subject to ratification action of the Board, shall appoint a member of the Board in good standing to fill the unexpired term of office.

ARTICLE VIII: DUTIES OF OFFICERS

Section 1: It shall be the duty of the President or their appointee to preside at all principal functions of the Association, including meetings of the Board; to represent the Association in dealings with other organizations and outside agencies; and to transact business in the name of the Association as directed by the Board and in accordance with these By-Laws.

Section 2: It shall be the duty of the Vice-President to act in the place of the President in the case of the President's failure or inability to act; at the direction of the President, to transact any business that would be in the power of the President to transact; and, in the case of death or disability of the President, for any reason, to serve in the President's stead until a successor is elected or appointed.

Section 3: It shall be the duty of the Secretary to keep a correct and accurate account of the minutes of all meetings of the Association or the Board; to receive, file, prepare and answer the correspondence of the Association such as the President or the Board may request; to maintain a record of all material, photographs, drawings, publications, or archival material of a historical nature and provide an accessible file of same for use and inspection of the Association; to keep a correct and accurate list of the membership with the class of membership and the last known mailing address of each member; to prepare and mail all notices of the meetings of the Association or Board; to prepare, distribute, collect and record the results of ballots; and to perform other such clerical and administrative work as may be deemed necessary by the President for the conduct of the affairs of the Association.

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Section 4: It shall be the duty of the Treasurer to collect all dues and assessments; to care for the funds of the Association; and to make all financial reports as required by these By-Laws. Any disbursements of the funds of the Association shall be made by the Treasurer, and all checks, drafts, notes, and orders for payment of the funds of the Association shall be signed by the Treasurer or Board-approved alternates.

ARTICLE IX: EXECUTIVE COMMITTEE

The Board may appoint an Executive Committee of no fewer than three (3) Officers or Trustees to act in the stead of the Board between meetings of the Board. The Executive Committee shall be able to exercise any power granted to the Board under these By-Laws, but a full and complete report of the actions of the Committee shall be sent to the Board within fourteen (14) days of the date on which such actions were taken, and no actions of the Executive Committee shall be binding unless ratified by a two-thirds (2/3) vote of the Board members present and voting at the next regular or special meeting of the Board.

ARTICLE X: NOMINATING COMMITTEE

Section 1: The Nominating Committee shall consist of three (3) senior members in good standing who are appointed by the President at least sixty (60) days prior to the date of an election of members of the Board, and who shall be selected to have as wide a geographical distribution as possible. It shall be the duty of this Committee to prepare and submit to the Board at least thirty (30) days prior to the election a slate of at least one nominee for each seat that is up for election, including at least one candidate from each region that is not represented by a Board member whose term has not expired.

Section 2: Nominations may be made independently by any voting member in good standing either by mail or from the floor at a meeting of the Association.

Section 3: The Secretary shall cause to be sent to each voting member at least fourteen (14) days prior to the election a ballot comprising all nominations for members of the Board.

Section 4: The Nominating Committee shall solicit resumes from the Young Adult membership of the NAR for up to two Young Adult Trustee seat that will be offered at each election. Young Adult Trustees who are currently serving as a Trustee, meet age requirements, and have not served for three terms are eligible to be re-nominated.

ARTICLE XI: OTHER COMMITTEES

Section 1: In addition to the Nominating Committee, the President may appoint, subject to the ratification of the Board, the Chairs of the standing Committees and the Chairs of such Special Committees as the President shall, from time to time, deem necessary or desirable to achieve the aims and purposes of the Association.

Section 2: The standing committees shall consist of the following:

- Membership Committee,
- Standards and Testing Committee,
- Contest and Records Committee,
- Sport Services Committee,

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- Liaison Committee,
- Section Activities Committee,
- Education Committee,
- Public Affairs Committee,
- National Events Committee
- Technical Services Committee,
- Joint Manufacturers'/Association Council,
- Periodicals Committee
- Safety Committee,
- Technology Committee, and
- High-Power Rocketry Services Committee.

Section 3: The Membership Committee shall have as its duties the promotion of membership in the Association, the procurement of membership applications and other promotional materials, the certification as to class of a potential member, the conduct of the membership campaigns under the direction of the President, and the recommendation to the Board of new membership classes as deemed appropriate and desirable from time to time.

Section 4: The Standards and Testing Committee shall have as its duties the establishment and revision of the standards and regulations of the Association, and the testing and certification of equipment as called out in the standards and regulations of the Association.

Section 5: The Contest and Records Committee shall have as its duties the certification of applications for sanction of contests by the Association, the certification of results of contests sanctioned by the Association, and the homologation of records established or surpassed by members under the standards and regulations of the Association.

Section 6: The Sport Services Committee shall have as its duties the administration and promotion of non-competitive launches, activities, and services to members.

Section 7: The Liaison Committee shall have as its duties the close liaison of the Association with other organizations of a similar nature, co-ordinating activities where necessary, and providing for an exchange of information between the Association and similar groups elsewhere. The Liaison Committee shall include a sub-committee for liaison with members of the non-professional rocket industry on matters of mutual interest.

Section 8: The Section Activities Committee shall have as its duties the formation of new local Sections of the Association, the chartering and re-chartering of such Sections, the maintenance of communication between the Sections and the Board.

Section 9: The Education Committee shall have as its duties the planning, programming, implementation, and supervision of education programs in which the Association may become involved; and coordination, co-operation, and assistance with and to educators in all matters relating to education that will further the aims and purposes of the Association.

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Section 10: The Public Affairs Committee shall have as its duties the publication of all affairs of the Association in any and all outside communications media that shall assist the Association in the furtherance of its aims and purposes.

Section 11: The National Events Committee shall have as its duties the organization and administration of the Association's National Events, including, but not limited to the National Convention (NARCON), National Sport Launch (NSL) and National Contest (NARAM). Members of this Committee may include the chairman of the Contest and Records Committee and each of the directors of the next approved National Events.

Section 12: The Technical Services Committee shall have as its duties the acquisition, publication, promotion, and sales to Association members of membership insignia, technical reports, and other materials as may from time to time be approved by the Board.

Section 13: The Joint Manufacturers'/ Association Council shall have as its duties the furtherance of the mutual interests of the Association and the non-professional consumer rocket industry through appropriate liaisons with government regulatory agencies and other interested groups.

Section 14: The Periodicals Committee shall have as its duty the editing, publication and distribution of the Association's regular publications, including, but not limited to, Sport Rocketry and The Model Rocketeer.

Section 15: The Safety Committee shall have as its duties collection of safety data, analysis of any significant range safety incidents, periodic review and improvement of recommended range procedures and operations in light of safety data, safety education and communication of improved practices to Association members, and recommendation of changes to NFPA Codes 1122, 1125, 1127 or NAR Safety Codes to the NAR Board.

Section 16: The Technology Committee shall have as its duties the administration and maintenance of the Headquarters software and hardware systems and any NAR national websites and their functions and shall review any new information technologies before their implementation by the Association.

Section 17: The High-Power Rocketry Services Committee shall have as its duties the administration and promotion of high-power rocketry launches, activities, and services and the training and certification of members as competent users of high-power rocketry products.

Section 18: The President may assign additional duties to each committee in line with its regular duties as may be required.

Section 19: The President shall be an ex-officio member of all Committees. All Chairmen of Committees shall serve until their successors are appointed and qualified.

ARTICLE XII: SHARING OF EARNINGS

No member, Trustee, or officer of the Association, or any person connected with the Association, shall receive at any time any of the net earnings or pecuniary profits from the operation of the Association, provided that this shall not prevent the payment to any such person of reasonable compensation for services rendered to the Association in effecting any of its purposes as shall be fixed by the Board; and no

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such person or persons shall be entitled to share in the distribution of any of the assets or property upon dissolution of the Association. All members of the Association shall be deemed to have expressly consented and agreed to such a dissolution or winding up of the affairs of the Association, whether voluntary or involuntary, and the assets and property of the Association then remaining in its hands shall be distributed or turned over to such educational or scientific institutions or organizations, upon such terms and conditions, and in such amounts and proportions, as the Board may determine, to be used by the institutions or organizations receiving them for the purposes similar to or kindred to those set forth in the Certificate of Incorporation of the Association as then amended.

ARTICLE XIII: AMENDMENTS

These By-Laws may be amended at any regular or special meetings of the Board, or at any regular or special meetings of the Association, by a two-thirds (2/3) vote of the votes cast, provided that a ballot containing the proposed amendment be sent each Trustee or voting member at least fourteen (14) days prior to the meeting at which it is to be presented for a vote. Amendments originating in meetings of the Board are subject to a ratification vote at the next regular or special meetings of the Association by a two-thirds (2/3) vote of the votes cast provided ballots are sent to the voting members as above.

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National Association of Rocketry

Budget

Jan 1 - Dec 2, 2023

	2023	2022	2021	Notes 2022
Revenue				
00-6000 Memberships	\$ 500,000.00	\$ 500,000.00	\$ 491,000	
00-6015 GF - Income - Other	\$ 50,000.00	\$ 5,000.00	5,000	
00-6035 SR - Income	\$ 40,000.00	\$ 40,000.00	41,400	
00-6050 NARTS - Sales	\$ 5,000.00	\$ 4,000.00	5,800	
00-6060 Nat. Events - Income	\$ 60,000.00	\$ 40,000.00	40,000	
00-6290 Donations	\$ 95,000.00	\$ 60,000.00	120,000	
00-9000 Interest Income	\$ 10.00	\$ 12.00	12	
Restricted donations	\$ 50,000.00	\$ 40,000.00	28,000	
Total Revenue	\$ 800,010.00	\$ 689,012.00	\$ 731,212	
Program services				
00-6550 Publications - Printing	\$ 70,000.00	\$ 70,000.00	65,000	
00-6554 Publications - Postage/Shipping	\$ 30,000.00	\$ 30,000.00	26,000	
00-6600 NARTS Costs	\$ 1,000.00	\$ 7,000.00	6,700	
Total program services	\$ 101,000.00	\$ 107,000.00	\$ 97,700	
Expenses				
00-7000 HQ Operations	\$ 190,000.00	\$ 165,000.00	150,000	
00-7015 HQ - Member Services	\$ 160,000.00	\$ 130,000.00	114,000	
00-7021 HQ - Office and Administrative	\$ 80,000.00	\$ 25,000.00	21,000	
00-7030 HQ - Marketing/Public Relations	\$ 10,000.00	\$ 4,000.00	2,600	
00-7045 HQ - Direct Allocations			-	
00-7055 Conventions/Travel	\$ 20,000.00	\$ 9,000.00	7,800	
00-7101 Advertising		\$ 1,000.00	20	
00-7102 Commissions/Royalties			-	
00-7103 Bank Charges	\$ 7,500.00	\$ 8,000.00	6,800	
00-7106 Postage - Other			32	
00-7109 Telephone			-	
00-7110 Office/General Administrative	\$ 500.00	\$ 4,000.00	1,200	
00-7170 Rentals /Use fees	\$ 2,500.00	\$ 1,800.00	1,800	
00-7195 Other Miscellaneous	\$ 7,500.00	\$ 5,000.00	5,000	
00-7405 Nat. Events - Range Equipment	\$ 10,000.00	\$ 12,000.00	12,000	
00-7406 Grants/Awards	\$ 60,000.00	\$ 110,000.00	82,000	
00-7407 Motel/Banquet	\$ 8,500.00	\$ 9,000.00	9,000	
00-7490 TARC			-	
00-7491 Int. Events	\$ 7,500.00	\$ 7,800.00	3,500	
00-7492 NASA SLI Program	\$ 50,000.00	\$ 20,500.00	20,500	
00-7660 Supplies	\$ 20,000.00	\$ 7,000.00	6,600	
00-8160 Professional Fees	\$ 60,000.00	\$ 110,000.00	36,000	
QuickBooks Payments Fees		\$ 1,030.00	1,030	
Total Expenses	\$ 795,000.00	\$ 630,130.00	\$ 578,582	
Excess (deficit) revenue over expenses	\$ 5,010.00	\$ (48,118.00)	\$ 54,930	

Actuals 2022	Total
Revenue	
00-6000 Memberships	493,645.19
00-6015 GF - Income - Other	54,547.75
00-6035 SR - Income	43,783.08
00-6050 NARTS - Sales	6,587.53
00-6060 Natl and Intl Event revenue	50,963.00
00-6230 Other Income	274.34
00-6290 Donations	97,598.15
00-9000 Interest Income	7.67
Restricted donations	35,030.00
Sponsors	10,205.92
Total Revenue	\$ 792,642.63
Cost of Goods Sold	
00-6550 Publications - Printing	69,707.33
00-6554 Publications - Postage/Shipping	26,825.38
00-6600 NARTS Costs	628.12
Total Cost of Goods Sold	\$ 97,160.83
Gross Profit	\$ 695,481.80
Expenses	
00-7000 HQ Operations	181,674.63
00-7015 HQ - Member Services	144,576.87
00-7021 HQ - Office and Administrative	75,548.23
00-7030 HQ - Marketing/Public Relations	7,214.98
00-7055 Conventions/Travel	17,709.20
00-7103 Bank Charges	5,837.69
00-7104 Printing - Other	936.65
00-7106 Postage - Other	15,818.34
00-7110 Office/General Administrative	370.91
00-7170 Rentals / Use Fees	2,477.75
00-7195 Other Miscellaneous	7,584.11
00-7402 Nat. Events - Franchise Fee	6,690.05
00-7406 Grants/Awards	58,156.00
00-7407 Motel/Banquet	8,616.59
00-7490 TARC	14,346.64
00-7491 International events	9,567.43
00-7492 NASA SLI Program	46,828.25
00-7660 Supplies	16,844.59
00-8160 Professional Fees	36,000.00
Total Expenses	\$ 656,798.91
Excess revenue over expenses	\$ 38,682.89